



**MINUTES OF THE BUENA VISTA BOARD OF TRUSTEES
REGULAR MEETING
Tuesday, May 24, 2022**

MINUTES OF THE MEETINGS OF THE BOARD OF TRUSTEES ARE A TRANSCRIPT OF THE GOVERNING BODY'S ACTIONS RATHER THAN A VERBATIM RECORD OF DELIBERATIONS.

A virtual/public regular meeting of the Board of Trustees was called to order by Mayor Libby Fay at 7:00 PM, Tuesday, May 24, 2022, at the Buena Vista Community Center, Pinon Room, 715 E. Main Street, Buena Vista, Colorado, having been previously noticed in accordance with the Colorado Open Meetings Law.

ROLL CALL

Attendee Name	Title	Status
Libby Fay	Mayor	Present
Sue Cobb	Trustee	Present
Mark Jenkins	Trustee	Present
Gina Lucrezi	Trustee	Present
Devin Rowe	Trustee	Present
Cindie Swisher	Trustee	Present

Town Staff Present:

Town Administrator Phillip Puckett
Planning Director Joseph Teipel
Public Works Director Shawn Williams
Recreation Supervisor Shane Basford

Town Attorney Jeff Parker
Special Projects Manager Joel Benson
Town Treasurer Michelle Stoke
Deputy Town Clerk Lillian Simpson

PLEDGE OF ALLEGIANCE

Mayor Fay led the pledge of allegiance.

OATH OF OFFICE

Peter Hylton-Hinga completed his oath of office and took his seat (via Zoom) on the dais.

AGENDA ADOPTION

MOTION NO. 1:

MOVE TO APPROVE THE AGENDA.

RESULTS	CARRIED
MOVER:	Trustee Lucrezi
SECONDER:	Trustee Jenkins
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

CONSENT AGENDA

Approval of matters that are routine in nature that require review and/or approval, i.e., minutes and reports. (Professional Service Agreements (PSA) that exceed \$25,000.00 require the Consent Agenda to be approved by a Roll Call vote.

A. Minutes

1. Board of Trustees Regular Meeting – May 10, 2022
2. Beautification Advisory Board – April 7, 2022
3. Tree Advisory Board – April 7, 2022
4. Airport Advisory Board – March 15, 2022
5. Airport Advisory Board – April 19, 2022

B. Town Clerk Report

- C. Adoption of Resolution No. 41, Series 2022, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, REAPPOINTING ANDREW RICE AS A REGULAR VOTING MEMBER OF THE WATER ADVISORY BOARD.**”

- D. Adoption of Resolution No. 42, Series 2022, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING THE PUBLIC IMPROVEMENT AGREEMENT WITH BV BASECAMP LLC FOR THE PROPERTY KNOWN AS LOT 33, TOWN OF BUENA VISTA AMENDMENT NO. 1, BUENA VISTA, COLORADO.**”

MOTION NO. 2:

MOVE TO APPROVE THE CONSENT AGENDA.

RESULTS	CARRIED
MOVER:	Trustee Jenkins
SECONDER:	Trustee Cobb
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

PUBLIC COMMENT

Mike Thurman, County Road 350, the Orpheum Theater building owner, spoke via Zoom regarding the agenda's historical and architectural review items. He stated that for the past 20 years, he's worked on restoring old buildings. He'd like to see collaboration between the developers and the Town during the review process, as one size does not fit all with old buildings, and he wants the Town to be flexible, so there is no cookie-cutter design standard. In addition, he was concerned if the review process would add time, as developers are challenged by a shorter building period in the mountains. He concluded by expressing the need for accountability of Historic Preservation Advisory Board members if they are not helpful and what they ask for is not feasible.

BUSINESS ITEMS

Public Hearing – Deerhammer Distilling Company – Distillery Pub License

Mayor Fay began by briefly summarizing the purpose of the Deerhammer Distilling Company's application for a Distillery Pub License and then opened the public hearing.

Town Administrator Phillip Pucket read the memo's details regarding the criteria that must be met when considering approving the Deerhammer Distilling Company's application for a Distillery Pub License. Puckett stated that appropriate fees had been paid, public notice was given, all applicant requirements were met, and department signoffs on the license were acquired. Currently, the Deerhammer Distilling Company holds a Manufacturer license and a Sales Room Spirits license. If granted the Distillery Pub license, the Deerhammer Distilling Company will move forward with a single license that allows them to serve food from their new food trailer and third-party alcoholic beverages.

Amy and Lenny Eckstein, the Deerhammer Distilling Company LLC owners, introduced themselves and their attorney Daniel DeLay, who was present via Zoom. DeLay proceeded to ask various questions directed at the Eckstein's, which they answered acceptably. Amy Eckstein then spoke that receiving the Distillery Pub license will allow them to operate more year-round. When asked how they will track the 15% food sales requirement, Lenny Eckstein answered it is tracked through their point-of-sale software and believe they will have no problem meeting this requirement.

Mayor Fay opened the meeting to public comment, and no public comment was received.

Mayor Fay closed public comment.

Trustee Jenkins asked Town Attorney Jeff Parker about the needs and desires petition. Parker answered that it is the most common way for applicants to show the neighborhood approves of the need and desire for this type of establishment.

Mayor Fay closed the public hearing.

MOTION NO. 3:

MOVE TO APPROVE THE DEERHAMMER DISTILLING COMPANY DISTILLERY PUB LICENSE APPLICATION.

RESULTS	Roll Call	CARRIED
MOVER:		Trustee Lucrezi
SECONDER:		Trustee Swisher
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher	

Chaffee County Continuum of Care (CoC) Becky Gray

Becky Gray, the Director of the Chaffee Housing Authority (CCHA), was present to speak about the Chaffee County Continuum of Care (CoC). A CoC is a collaborative approach that helps communities plan for and provide a full range of services to address the various needs of housing insecure people. Gray stated when a household finds themselves insecure in their housing; it is typically because their budget doesn't cover all of their expenses. Therefore, a household must choose where to spend their money. It takes a CoC to help households address their budget appropriately to keep them stably housed. Chaffee County wants to create that collaboration and a working system with a regular check-in mechanism.

Gray outlined that Chaffee County needs a CoC because our workforce struggles to make ends meet for much of the year, especially during the shoulder season. Households then must decide the best way to do without something or find resources to help. Doing without tends to be more difficult for lower-income households as they start with less. Therefore, they go without a vehicle, clothing, and activities for children.

Gray spoke about the resources available to those in need of housing cost support have funding available to help. Instead of having the person in need figure out if a certain organization can offer, the CoC will convene to provide that information. In terms of funding, Gray outlined to the Board that creating a CoC and establishing reliable data on success will help Chaffee County receive federal funds to support the CoC operations. This approach will help them be more effective with households asking for resources and better stewards of the public funds.

Mayor Fay asked about the cost of supporting homelessness. Gray answered that it averages \$147/day for a community to support a homeless individual once you include emergency responders, ER visits, law enforcement, etc. She stated that it costs less to do more through supportive resources.

Trustee Lucrezi asked what the Board could do to help. Gray answered that making referrals to the Chaffee County Housing Authority is beneficial to get the household into their system. In addition, allowing the CCHA to work with law enforcement, public land managers, parks, and recreation to help with a count on area homelessness and public facility usage.

Envision Chaffee County and Forest Health Council

Kim Marquis, with Envision Chaffee County, was present and gave a quick summary to the Board regarding the Envision Forest Health Council's Wildfire Protection Plan annual report.

Marquis first spoke about the treatment priority map for Chaffee County and the goal of treating 30,000 acres by 2030. The map was created, in part, based on community outreach and surveys asking the public what needs protection in the event of a wildfire in our county. She spoke about the collaboration between multiple organizations to connect with treatments conducted on private property, so there are larger treatment areas that are more effective as fuel breaks.

Marcus Selig, Vice President of Field Programs National Forest Foundation, spoke further about the fuel treatment priority areas. Through the Upper Arkansas Forest Fund (UAFF), funds are collected, aggregated, and sent to the ground to accomplish the treatment plan goal. Selig noted that the UAFF had raised \$9M to support the work.

Selig then spoke to the Board regarding the most recent updates, including hiring additional staff members to support project planning and the plan to do treatments on many high-priority areas such as North Cottonwood Creek.

Perry Edwards, with the United States Forest Service, spoke about plans to reduce fuels, including prescribed burns, and the benefits that fuel reduction will have. Such benefits will be the impacts of the spruce bugs that decimate tree populations.

Pat Mercer, Leadville District Ranger, spoke about the collaboration that must take place between jurisdictions, as fire does not know such boundaries. He wants an entire Upper Arkansas Valley approach, not just Chaffee County, and they have a good start on sharing the responsibility. They are all working hard to plan for and execute very large-scale efforts to turn the corner on forest health issues.

Selig spoke again to the Board to request funding in the range of \$20,000-\$25,000 to be dedicated to the treatment of the North Cottonwood Creek area. Mayor Fay asked if this was a one-time request or if it would be recurring. Selig answered that it is uncertain, as there is much to do, but it would be beneficial if there is an option of receiving regular payments.

Trustee Rowe said a multi-year commitment is good and is therefore logical to avoid a budget adjustment if the Town can dedicate funds to the UAFF as a regular budget item.

Town Treasurer Michelle Stoke asked for time to seek guidance with Town Administrator Phillip Puckett on a \$20,000 contribution and will bring the item back to the Board at the June 14 meeting.

Public Hearing – Water Treatment Plant Expansion Project Public Needs and Environmental Assessments

Mayor Fay began by explaining that part of the reason for this public hearing is the State Revolving Fund (SRF) loan process requirements. Public Works Director Shawn Williams explained that notice of the hearing was given and provided materials for public review.

Williams summarized the steps taken to reach this point in the process and introduced Josh McGibbon, Vice President of JVA Consulting Engineers. McGibbon began by giving an overall project update on the water treatment facility, stating they are at 30% design and will soon be publishing for a Construction Manager at Risk that will aid in developing the guaranteed maximum price of the project. They are focusing on the opinion of probable cost to estimate the total project cost, noting that project scope evolves and material costs change. McGibbon stated that the Town applied for a grant and was awarded \$1M to help fund the Infiltration Gallery improvements.

McGibbon then spoke at length about project details, including the requirement to have a project alternative, which he presented. The current treatment plant expansion will increase capacity to 2.5 million gallons per day, up from around 1.2, and explained how they would fit the expansion next to and within the existing infrastructure.

McGibbon talked next about the schedule and the plan to start construction by the end of 2022. In addition, as part of the SRF loan requirements, an environmental assessment must be done. He talked about the areas of assessment and anticipates a Finding of No Significant Impact.

Trustee Jenkins asked if there would be any interference to the water system during the project. McGibbon answered no, the current infiltration gallery would not be touched; therefore, no disruption to the existing water source for the Town is expected.

Mayor Fay opened the meeting to public comment, and no public comment was received.

Mayor Fay closed public comment.

Mayor Fay closed the public hearing.

The Board took a break at 9:03 PM and continued the meeting at 9:10 PM.

Public Hearing – Amending Sections of the Buena Vista Municipal Code

Mayor Fay opened the public hearing.

Planning Director Joseph Teipel explained that multiple sections of the Buena Vista Municipal Code need amending and will briefly summarize each before asking for motions of approval, denial, or approval with amendments.

Teipel began with Ordinance 14 and Resolution 43 regarding the Intergovernmental Agreement (IGA) relating to assessing and collecting the school land dedication and the corresponding fee-in-lieu. The basis of the new IGA was a study commissioned and published in March of 2021, looking at development patterns and how this impacts the requirements of the schools. This study broke down new development into three types: single-family detached, single-family attached, and multi-family units. Then, the impact on enrollment in schools was analyzed based on the type of unit to arrive at the updated proposed fees-in-lieu.

Teipel concluded by summarizing for the Board that the new proposed school fee-in-lieu will be adjusted from a set amount to three different amounts based on the type of development. The fee will change from the set \$444.66/unit to \$569 for a single-family detached, \$480 for a single-family attached, and \$212 for a multi-family unit or accessory dwelling unit.

Town Administrator Phillip Puckett clarified that the Town collects this fee and goes directly to the school; the Town retains no part of it. Trustee Hylton-Hinga asked if collecting three different rates increased Staff time or burden, to which Teipel answered that it would have minimal impact.

Teipel spoke about Ordinances 15 and 16 and Resolution 44 regarding unified development code (UDC) changes in the mixed-use Main Street (MU-MS) zone district, mandatory review by the Historic Preservation Commission (HPC) for development in MU-MS, and updates to the Architectural Design Guidelines (ADGs). Teipel clarified the ADGs are regulatory, not code.

Regarding Chapter 16 of the Buena Vista Municipal Code UDC changes, Teipel outlined to the Board that development that meets certain criteria in the MU-MS zone district must abide by

Chapter 19 of the Buena Vista Municipal Code. Essentially, the changes to the UDC point to Chapter 19 in two different places to make sure new construction or changes in the MU-MS zone district are subject to Chapter 19. The goal is to avoid a situation where the UDC is always changed and therefore has to get approval from the Planning & Zoning Commission to adjust how we treat historic preservation.

Teipel then detailed the Chapter 19 changes. These changes include adding a mandatory review by the HPC for new construction or modifications to an existing structure in MU-MS. The HPC has already done voluntary reviews of developments in MU-MS, and the Board has heard from them regarding the successes and limitations of making reviews optional. Teipel explained the review does not need to occur in advance of other review processes but will be concurrent.

The Board asked clarifying questions regarding the review process, the ADGs, and had a brief discussion with the HPC representative regarding local landmarking.

The Board then heard a quick summary of Ordinances 17, 18, 19, and 20, which Tiepel explained to be clarifying code changes.

Ordinance 17 is to correct an error that resulted in the table showing which zone districts the single room occupancy use is allowed was omitted from an ordinance from February 2022.

Ordinance 18 clarifies the appliance requirement for accessory dwelling units (ADUs). In short, Tiepel explained that ADU must have the appropriate appliances if they are to be used as a true dwelling unit.

Ordinance 19 creates a streamlined process for the special use permit and site plan review. Essentially this says that the site plan review and approval will be a part of the special use permit review and approval, resulting in a more clear and efficient process for applicants and staff.

Ordinance 20 clarifies the process for minor subdivisions with a public improvements agreement (PIA). The proposed changes insert language to make it clear that the PIA must get Board approval, which is distinct from the approval of the subdivision, which is still an administrative decision.

Mayor Fay opened the meeting for public comment, and no public comment was received.

Mayor Fay closed public comment.

Mayor Fay closed the public hearing.

Should the Board of Trustees approve the adoption of Ordinance No. 14, Series 2022, entitled,
**“AN ORDINANCE AMENDING CHAPTERS 16 AND 17 OF THE TOWN OF BUENA VISTA
MUNICIPAL CODE CONCERNING DEDICATIONS AND FEES IN LIEU OF DEDICATION FOR THE
SCHOOL DISTRICT”**

MOTION NO. 4:

MOVE TO APPROVE ORDINANCE NO. 14 AMENDING CHAPTERS 16 AND 17 OF THE TOWN OF BUENA VISTA MUNICIPAL CODE CONCERNING DEDICATIONS AND FEES IN LIEU OF DEDICATION FOR THE SCHOOL DISTRICT.

RESULTS	CARRIED
MOVER:	Trustee Lucrezi
SECONDER:	Trustee Jenkins
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

Should the Board of Trustees approve the adoption of Resolution No. 43, Series 2022, entitled, **“A RESOLUTION APPROVING THE TOWN OF BUENA VISTA ENTERING INTO AN INTERGOVERNMENTAL AGREEMENT CONCERNING FAIR CONTRIBUTIONS FOR PUBLIC SCHOOL SITES AMONG THE CITY OF SALIDA, THE TOWN OF BUENA VISTA, THE TOWN OF PONCHA SPRINGS, CHAFFEE COUNTY, THE SALIDA SCHOOL DISTRICT R-32-J AND THE BUENA VISTA SCHOOL DISTRICT R-31”**

MOTION NO. 5:

MOVE TO APPROVE RESOLUTION NO 43 ENTERING INTO AN INTERGOVERNMENTAL AGREEMENT CONCERNING FAIR CONTRIBUTIONS FOR PUBLIC SCHOOL SITES AMONG THE CITY OF SALIDA, THE TOWN OF BUENA VISTA, THE TOWN OF PONCHA SPRINGS, CHAFFEE COUNTY, THE SALIDA SCHOOL DISTRICT R-32-J AND THE BUENA VISTA SCHOOL DISTRICT R-31.

RESULTS	CARRIED
MOVER:	Trustee Cobb
SECONDER:	Trustee Rowe
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

MOTION NO. 6:

MOVE TO APPROVE A CHANGE TO THE TOWNS FEE SCHEDULE FOR SCHOOL FEE-IN-LIEU TO \$569 FOR A SINGLE-FAMILY DETACHED UNIT, \$480 FOR A SINGLE-FAMILY ATTACHED UNIT, AND \$212 FOR A MULTI-FAMILY OR ACCESSORY DWELLING UNIT.

RESULTS	CARRIED
MOVER:	Trustee Swisher
SECONDER:	Trustee Lucrezi
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

Should the Board of Trustees approve the adoption of Ordinance No. 15, Series 2022, entitled, **“AN ORDINANCE AMENDING SECTION 16.02.2.4.4 AND ARTICLE 16.04 OF THE BUENA VISTA MUNICIPAL CODE CONCERNING DEVELOPMENT IN MU-MS DISTRICT AND HISTORIC PRESERVATION”**

MOTION NO. 7:

MOVE TO APPROVE ORDINANCE NO. 15 AMENDING SECTION 16.02.2.4.4 AND ARTICLE 16.04 OF THE BUENA VISTA MUNICIPAL CODE CONCERNING DEVELOPMENT IN MU-MS DISTRICT AND HISTORIC PRESERVATION.

RESULTS	CARRIED
MOVER:	Trustee Rowe
SECONDER:	Trustee Lucrezi
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

Should the Board of Trustees approve the adoption of Ordinance No. 16, Series 2022, entitled, **“AN ORDINANCE AMENDING VARIOUS SECTIONS OF TITLE 19 OF THE BUENA VISTA MUNICIPAL CODE CONCERNING REVIEW OF CERTAIN WORK ON HISTORIC STRUCTURE WITHIN THE MIXED USE MAIN STREET DISTRICT”**

MOTION NO. 8:

MOVE TO APPROVE ORDINANCE NO. 16 AMENDING VARIOUS SECTIONS OF TITLE 19 OF THE BUENA VISTA MUNICIPAL CODE CONCERNING REVIEW OF CERTAIN WORK ON HISTORIC STRUCTURE WITHIN THE MIXED USE MAIN STREET DISTRICT AS AMENDED

RESULTS	CARRIED
MOVER:	Trustee Cobb
SECONDER:	Trustee Jenkins
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

Should the Board of Trustees approve the adoption of Resolution No. 44, Series 2022, entitled, **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, UPDATING THE TOWN OF BUENA VISTA ARCHITECTURAL DESIGN GUIDELINES”**

MOTION NO. 9:

MOVE TO APPROVE RESOLUTION NO 44 UPDATING THE TOWN OF BUENA VISTA ARCHITECTURAL DESIGN GUIDELINES.

RESULTS	CARRIED
MOVER:	Trustee Rowe
SECONDER:	Trustee Cobb
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

Should the Board of Trustees approve the adoption of Ordinance No. 17, Series 2022, entitled,
“AN ORDINANCE AMENDING TABLE 3.1 IN SECTION 16.03.3.1.4 OF THE BUENA VISTA MUNICIPAL CODE CONCERNING THE SINGLE ROOM OCCUPANCY”

MOTION NO. 10:

MOVE TO APPROVE ORDINANCE NO. 17 AMENDING TABLE 3.1 IN SECTION 16.03.3.1.4 OF THE BUENA VISTA MUNICIPAL CODE CONCERNING THE SINGLE ROOM OCCUPANCY.

RESULTS	CARRIED
MOVER:	Trustee Lucrezi
SECONDER:	Trustee Rowe
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

Should the Board of Trustees approve the adoption of Ordinance No. 18, Series 2022, entitled,
“AN ORDINANCE AMENDING SECTION 16.03.3.3.4.A.3.a OF THE BUENA VISTA MUNICIPAL CODE CONCERNING DESIGN STANDARDS FOR ACCESSORY DWELLING UNITS”

MOTION NO. 11:

MOVE TO APPROVE ORDINANCE NO. 18 AMENDING SECTION 16.03.3.3.4.A.3.a OF THE BUENA VISTA MUNICIPAL CODE CONCERNING DESIGN STANDARDS FOR ACCESSORY DWELLING UNITS.

RESULTS	CARRIED
MOVER:	Trustee Cobb
SECONDER:	Trustee Swisher
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

Should the Board of Trustees approve the adoption of Ordinance No. 19, Series 2022, entitled,
“AN ORDINANCE AMENDING SECTION 16.06.6.5.2.C.2 OF THE BUENA VISTA MUNICIPAL CODE CONCERNING APPLICATION SUBMITTALS FOR SPECIAL USE PERMIT”

MOTION NO. 12:

MOVE TO APPROVE ORDINANCE NO. 19 AMENDING SECTION 16.06.6.5.2.C.2 OF THE BUENA VISTA MUNICIPAL CODE CONCERNING APPLICATION SUBMITTALS FOR SPECIAL USE PERMITS.

RESULTS	CARRIED
MOVER:	Trustee Rowe
SECONDER:	Trustee Swisher
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

Should the Board of Trustees approve the adoption of Ordinance No. 20, Series 2022, entitled,
**"AN ORDINANCE AMENDING 16.06.6.6.1.C.3.B OF THE BUENA VISTA MUNICIPAL CODE
CONCERNING THE MINOR SUBDIVISION PROCESS"**

MOTION NO. 13:

MOVE TO APPROVE ORDINANCE NO. 20 AMENDING 16.06.6.6.1.C.3.B OF THE BUENA VISTA
MUNICIPAL CODE CONCERNING THE MINOR SUBDIVISION PROCESS.

RESULTS	CARRIED
MOVER:	Trustee Jenkins
SECONDER:	Trustee Cobb
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

Fee Waiver Policy Review

Recreation Supervisor Shane Basford explained to the Board that the group that provides free lunch in Forest Square Pavilion each Thursday during the summer season requests that facility rental fees be waived. The request does not meet the Town's fee waiver requirements as the organization is not registered as a non-profit with the State of Colorado. They have made the same request in previous years, have been granted fee waivers, and have been informed of the steps to comply with the current fee waiver criteria if they wish to continue to receive waived fees.

Basford reminded the Board there is a short list of entities eligible for a fee waiver or fee reduction who do not otherwise meet the criteria, and the Board could decide to place the free lunch group on that list. Town Administrator Phillip Puckett added if the Board does not want to consider amending the policy to include them on the list of eligible entities, Staff can refer them to groups that can get support for the funds to cover the required fees.

Trustee Rowe pointed out that being organized and becoming a non-profit should be what qualifies a group to receive a fee waiver, and Trustee Cobb agreed. Trustee Swisher stated that few other groups are providing the free lunch group's kind of service and are not opposed to adding their name to the list of eligible entities.

MOTION NO. 14:

MOVE TO DENY A FEE WAIVER REQUEST TO BILL REDMON AND THE CHRISTIAN MISSION FREE LUNCH.

RESULTS	ROLL CALL	CARRIED
MOVER:		Trustee Cobb
SECONDER:		Trustee Rowe
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe	
NYES:		Swisher

Town Administrator Transitional Employment Agreement

Town Administrator Phillip Puckett spoke to the Board regarding a transitional employment agreement to become the Town Treasurer. Puckett reminded the Board that Town Treasurer Michelle Stoke submitted her resignation, effective June 30th, 2022, and outlined the transition period for himself to be appointed the next Town Treasurer as of July 1st, 2022.

Puckett summarized details of the agreement, including the proposed process to hire and train a new Town Administrator and other options should a new Administrator not be hired in line with the preferred dates.

MOTION NO. 15:

MOVE TO APPROVE THE TOWN ADMINISTRATOR TRANSITIONARY EMPLOYMENT AGREEMENT.

RESULTS	CARRIED
MOVER:	Trustee Rowe
SECONDER:	Trustee Lucrezi
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

Mayor Fay spoke about steps to move forward with the hiring process, including publishing the job opening as soon as possible to meet the outlined dates in the agreement. Puckett offered considerations to the Board to customize the hiring process, including the option of establishing a search committee that would decide what steps to take applicants through in terms of an interview process.

Mayor Fay would like to establish a search committee with the key Staff members recommended by Puckett, stating she would like to be part of the committee and volunteered Trustee Cobb as well. The Board agreed this is a good direction to take.

Puckett asked the Board for direction on timing. If the Town Administrator job is published by May 27th, 2022, the deadline for applications will be June 24th, 2022, with finalists announced at the first Board meeting in July. The board can then make a hiring decision at the second meeting in July. The Board agreed to get the job posting out as soon as possible and will receive updates before the next Board meeting regarding the official dates set by the search committee.

STAFF REPORTS

Town Treasurer - Highlights of the report in the packet were reviewed, and Stoke responded to the Trustee's comments and questions.

Planning Director – Highlights of the report in the packet were reviewed, and Teipel responded to the Trustee's comments and questions.

Public Works Director – Highlights of the report in the packet were reviewed, and Williams responded to the Trustee's comments and questions.

Recreation Supervisor – Highlights of the report in the packet were reviewed, and Basford

responded to the Trustee's comments and questions.

Trustee/Staff Interaction

Trustee Lucrezi met with the Chamber of Commerce this past week as she wanted to reestablish that communication.

Trustee Cobb went to her first Airport Advisory Board meeting, stating it was very informative and interesting. She plans to meet with the chair of the Board to get up to speed a bit more.

Town Administrator Phillip Puckett wanted to recognize IT Director Michael Hammond for improving the setup at the community center, reducing the overall time needed to set up and tear down meetings.

Puckett then mentioned a plan to celebrate Treasurer Stoke before moving to her new job.

Puckett continued to speak about what inflation is doing to employers and employees. He stated he's heard from municipalities having to make mid-year adjustments for the cost of living as they are starting to lose staff. Puckett did not want to see the same in Buena Vista and asked the Board if they were comfortable with him, Treasurer Stoke, and Deputy Treasurer/Human Resource Director Jana Schumann reviewing salary data and coming back with thoughts on how the Town looks in terms of salary and compensation. He wants to bring this now as an early step before the budget cycle to allow us to make any adjustments before any issues arise. The Board agreed with this direction.

Puckett took a moment to thank students for wrapping up another school year and recognized today's shooting tragedy at a school in Uvalde, Texas. He stated our law enforcement agencies and the school district are prepared to protect our community as best they can.

Special Projects Manager Joel Benson spoke about the meeting with Sangre de Cristo Electric, stating that they will begin to replace the smaller street lights in Town over the summer.

Public Works Director Shawn Williams talked about a call from a concerned citizen regarding traffic traveling at high speeds near the elementary school. He said there is a discussion about improving signage and crosswalks in that area.

Mayor Fay asked Puckett if the "Idaho Stop" was legal or not. Puckett answered yes, it is legal statewide, and our law enforcement is aware of this. The "Idaho Stop" allows for a cyclist to treat a stop sign as a yield sign and a red light as a stop sign.

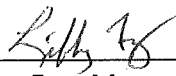
MOTION NO. 16:

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, THAT THE MEETING BE ADJOURNED AT 11:11 PM.

RESULTS	CARRIED
MOVER:	Trustee Cobb
SECONDER:	Trustee Rowe
AYES:	Cobb, Hylton-Hinga, Jenkins, Lucrezi, Rowe, Swisher

Respectfully submitted:


Lillian Simpson, Deputy Town Clerk


Libby Fay, Mayor